

BROOKINGS COUNTY COMMISSION MEETING

Tuesday, November 9, 2004

The Brookings County Board of County Commissioners met in regular session on Tuesday, November 9, 2004, with the following members present: Deanna Santema, Dennis Falken, Donald Larson, Mary Negstad, and Emil Klavetter. Also present: Stephanie Vogel, Kelly Bakken, Ted Eggebraaten, Robert Hill, Todd Struwe, Martin Stanwick, Cheryl Anderson, John Andrews, and Brian Eclov.

CALL TO ORDER

Chairperson Santema called the meeting to order.

CONSENT AGENDA

Chairperson Santema declared the Consent Agenda approved with no objection from the board. The Consent Agenda consisted of the agenda for the November 9, 2004 Commission Meeting, and the minutes from the October 26, 2004 Commission Meeting. Welfare Matters: Case # 04-074 for hospital was denied; Case # 04-097 for hospital was denied; Case # 04-129 for hospital was denied; Case # 04-003HSC for admission fee was approved; Case # 04-128 for rent was approved; Case # 04-130 for rent and utilities was approved; Case # 04-004HSC for admission fee was approved; Case # 04-117 for hospital was denied; Case # 04-131 for rent was approved. Travel/Education: Scott Sebring and Kathy Hanson to go to Pierre, SD on November 16-18, 2004 to attend a Civil Process Training. Gary Heldt, Merlyn Jensen, Larry Barnett, Gary Egeberg, and Dean Sampson to go to Sioux Falls, SD on November 17, 2004 to attend the Continuing Education Fall Seminars. Carol M. Glantz to go to Deadwood, SD on November 17-19, 2004 to attend the DWARE Computer Workshop. Larry Jensen and Cliff Friedrich to go to Pierre, SD on November 17-18, 2004 to attend the Safety & Loss Control Conference.

ROUTINE BUSINESS

Motion by Klavetter, seconded by Falken, to approve the following claims. Roll Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes. Anderson Oil, diesel fuel \$930.80; Martha Aragon, translation \$100.00; Cyndi Ault, parking/taxi/payroll advance \$599.50; City of Aurora, rent \$25.00; Kelly Bakken, mileage \$12.16; Eugene Beckman & Sons, firefighter equipment/hardware \$403.44; Boyer Ford Truck, 2005 Sterling truck/seal \$76,984.84; Bkgs Area Chamber, registration \$55.00; Bkgs City, disposal fees/utilities \$9,496.92; Bkgs Co Treasurer, taxes \$3,924.10; Bkgs Register, publications/ads \$3,213.61; Bkgs Engraving, award \$60.00; Bkgs Hospital, blood tests \$2,550.00; Bkgs Police Dept, dispatch \$35,000.00; Bkgs Public Library, qtrly payment \$6,250.00; Brown & Saenger, envelopes \$378.79; Denise Brown, payroll advance \$500.00; Bruce Legion Hall, rent \$20.00; Butler Machinery, snow wing \$13,261.00; Cabana Banners, decals \$160.00; Cellular One, telephone \$510.89; Central Business Supply, supplies/maintenance \$975.40; Chemco Inc, janitorial supplies \$258.92; Clite's Electric, replace ballast \$66.13; Cook's Recycling, commercial service \$147.00; Dell Marketing, monitors/software \$1,244.35; Den-Wil, rent \$788.12; Dept of Transportation, contracts \$79,029.63; Donna Dietrich, MI hearings \$123.07; Dressen Custom Trailer, trailer

\$7,355.00; East Dakota Water, monthly water conserv \$10,916.98; Marv Ekeren, MI hearing \$15.00; Election Systems & Software, ballots \$334.96; Elkton Farmer's Co-op, ethanol \$13,012.50; LG Everist, gravel \$1,636.10; Farmer's Coop, chemical \$11,896.95; Flowers on Main, flowers \$50.00; Foerster Wholesale, janitorial supplies \$203.70; Fraternal Order of Police, dues \$120.00; G&K Services, laundry service \$224.24; Mark Halvorson, payroll advance \$500.00; Harold's Printing, envelopes \$266.20; Harold's photo, film/photo finishing \$19.74; Patricia Hartsel, transcripts \$432.00; Heiman Fire Equipment, fire fighter equipment \$275.01; Gary Heldt, mileage/postage \$99.07; Tim Hogan, CAA \$1,100.25; Holiday Inn, room \$70.15; Homestead Do-It, supplies \$16.26; Index, supplies \$58.39; Innocorp LTD, goggles kit \$900.00; Inter-Lakes Community Action, support worker \$629.00; ITC, database \$713.45; Janitor's Closet, janitorial supplies \$44.70; Larry Jensen, cell phone \$50.00; Jerome Johnson, transcripts \$329.80; Emil Klavetter, mileage \$15.68; Mel Kloster, mileage/dues/registration \$237.60; Dale Kneebone, payroll advance \$500.00; Donald Knouse, execution \$747.66; Nelva Kooistra, MI hearings \$15.00; L&L Parts, parts/filters \$473.14; Linweld, welding supplies \$55.13; MCI, telephone \$233.16; M&T Inc, firefighter equipment \$3,955.95; Macksteel, steel \$71.28; Mastercard, gas \$15.00; Meadowlark Villa, rent \$125.00; Mediacom, internet \$55.95; Mid-America Research, janitorial supplies \$318.00; Minnehaha Co Auditor, MI hearings \$303.00; Minnehaha Co Treasurer, joint powers agreement \$11,363.09; Mr. V's Professional, parts/labor \$298.00; Nat'l 4-H Council, 4-H supplies \$335.27; Nancy Nelson, CAA \$948.24; NWPS, utilities \$32.00; Sean O'Brien, CAA \$1,163.97; Jody Odegaard-Smith, CAA \$309.60; Robert Olson, payroll advance \$500.00; Bella Opatz, payroll advance \$500.00; Pro-Acton, uniforms \$759.98; Quill, office supplies \$95.38; RFD News, publications \$5,038.74; RTI, printer service \$120.00; Rainbow Car Wash, car washes \$12.28; Ramdell's Fertilizer, LP gas \$150.00; Reliable Corp, office supplies \$71.59; The Rental Depot, drill rental \$15.90; Dept of Revenue, MV/birth & death fees/blood tests/animal control fund/admin fees \$199,541.13; Reynold's Printing, print ballots \$237.74; Jesse Ronning, CAA \$2,480.00; Running's Big R, hardware/gate \$531.86; Ruth Sapp, mileage \$24.32; Terry Schwenk, rent \$160.00; SD Federal Property, supplies \$13.00; SD Redbook, IFSTA DVD \$1,300.00; SDSU Animal-Range Science, redbooks \$120.00; SDSU Co-op Extension, telpak charges \$11.00; SDSU Journalism, directories \$50.00; Shephardson's Hardware Hank, heaters/supplies \$142.72; Sinai Legion, rent \$25.00; Sioux Falls Two Way Radio, repair \$1,206.93; Sioux Falls Ford, 2002 van \$11,799.00; Sioux Valley Energy, utilities \$391.95; Software Services, computer assistance \$1,286.25; Sprint, telephone \$41.67; Staff Search, temp help \$504.28; Martin Stanwick, meals \$42.00; State of SD, network access fees \$52.79; Rose Stee, meals/mileage/supplies \$291.00; Sturdevant's Auto, parts \$78.06; Laurie Tangen, meals/mileage/supplies \$474.35; Krista Thompson, payroll advance \$500.00; Lionel Torgrude, mileage \$409.32; Town & Country Shopper, tax notice \$40.00; Turning Point, foster care \$4,050.00; UBC, fencing supplies \$152.71; VandenBerg Law, CAA \$975.65; Viking Office Products, supplies \$221.69; Barry Vlasman, CAA \$371.52; WVV & Assoc, training \$3,834.00; Wagner Real Estate, inspection fees \$4,168.50; Wal-Mart, supplies \$127.04; City of White, utilities \$47.14; Xerox, copier maintenance \$111.46; Yankton Co Sheriff, service fees \$16.50; Lake Poinsett Sewer, qrtrly payment \$45.88; Lake Poinsett Water, qrtrly payment \$96.42; Bkgs-Hamlin Sioux Water, qrtrly payment \$441.50; Upper Deer, qrtrly payment \$17.50; Juror/Witness Fees: Verna Flippin \$105.12; Michael Hendrickson \$101.28; Shirley Lathrop \$110.24; James Mannerud \$112.80; Bryce Olson \$63.44; Elwyn Roach \$101.28; Paul Sahr \$101.28; Danielle Siverhus \$50.64; Virginia Weeks \$102.56; Election Workers: Sharon Anderegg \$128.00; Signe Anderson \$124.00; Lois Angle \$128.00; Joan Antonen \$155.97; Jodi Audus \$116.00; Joan Awald \$138.00; Verlie Barg \$155.57; Rita Barnett \$108.00; Robert Bell \$132.00; Joan Bjorklund \$120.00; Carolyn Brandt \$108.00; Eleda Brotsky \$151.64; Connie Burdick \$162.27; Judy Christensen

\$149.77; Neva Corlett \$147.00; Gertrude DeZeeuw \$108.00; Carleen Dixon \$140.00; Carol Dushram \$132.00; Ardis Elenkiwich \$128.00; Barbara Erickson \$132.00; Anna Even \$151.05; Yvonne Fetzer \$128.00; Mary Fiedler \$136.00; Diane Foster \$146.25; Madelyn Francis \$112.00; Lisa Fuhr \$114.00; Sailaja Gandhi \$147.00; Jean Gries \$146.98; Hazel Hauff \$155.89; Marilyn Heesch \$120.00; Ramona Helwig \$136.00; Kathy Heylens \$155.80; Carolyn Hieb \$168.64; Char Honkomp \$151.00; Larry Hult \$151.64; Carol Kleinjan \$108.00; Sue Knutzen \$160.14; Joyce Kramer \$116.00; Mavis Krogman \$124.00; Nelva Kruse \$155.71; Shirley Lathrop \$120.00; Martha Marken \$128.00; Sylvia Miller \$124.00; Gloria Olson \$123.00; Candy Osvog \$147.00; Mary Parsley \$128.00; Gloria Pike \$120.00; Patrick Query \$129.00; Margaret Rang \$116.00; Ruth Ruen \$116.00; Linda Santema \$128.00; Dorothy Schaller \$108.00; Luella Schlobohm \$108.00; Marlys Schutt \$128.00; Carol Smidt \$116.00; Mary Sterud \$120.00; Barbara Telkamp \$120.00; Linda Thomas \$108.00; Margaret Tofte \$151.64; Helen Town \$135.00; Faye Wahl \$124.00; Larayne Wahlstrom \$128.00; Richard Wahlstrom \$114.00; Elaine Waples \$123.00; Carol Weiss \$108.00; Darlene Wilaby \$124.00; Lois Willert \$108.00; Viola Willmott \$116.00; Barbara Woolworth \$128.00

Highway Superintendent, Ted Eggebraaten met with the board to discuss damage to the bridges on County Road 26 and State Highway 324.

Emergency Management Director, Todd Struwe met with the board to discuss departmental matters, the office moving, and upcoming meetings.

Zoning and Drainage Director, Robert Hill met with the board to discuss Wind Energy, the upcoming Zoning Board meeting, and to distribute the October 2004 Building Permit Report.

Sheriff, Martin Stanwick met with the board to discuss Hobo Day and the ODP FY 2004 Law Enforcement Terrorism Prevention Program Grant.

Be it noted, Chairperson Santema signed a letter of authorization for the ODP FY 2004 Law Enforcement Terrorism Prevention Program Grant.

Deputy Auditor, Kelly Bakken presented the board with the Auditor's Report.

Be it noted, Bakken submitted the following quotes for the Brookings County Highway Department for Unleaded 10% Ethanol Gasoline: Ag First Coop, Volga - no quote; Elkton Cenex, Elkton \$1.735; Martins Inc., Brookings \$1.743. Elkton Cenex, Elkton was awarded the quote at \$1.735.

Be it noted, the salaries and personnel changes for the month of October 2004 are as follows: Longevity Increase: Larry Jensen \$85.00. Step Raise: Zac Linton from \$11.70 to \$11.94 (retroactive from April 2004); Cheryl Anderson from \$10.33 to \$10.54. New Hires: Jeffrey Kollars, Correctional Officer @ \$11.47/hour and Benjamin Quam, Correctional Officer @ \$11.47/hour. Commission \$8,480.45; Auditor's Office \$10,051.88; Treasurer's Office \$11,187.54; States Attorney's Office \$16,154.18; Custodial Buildings \$4,336.77; Director of Equalization \$14,806.62; Register of Deeds \$7,096.18; Veteran's Service Officer \$2,959.00; Sheriff's Office \$30,172.07; County Jail \$25,732.00; Contract Law Enforcement \$6,377.08; Contract Law Elkton \$746.13; Emergency Management \$5,205.94; Drainage \$1,044.47; Highway \$42,913.01; Welfare \$2,764.98; Community Health Nurses \$2,109.64; Women, Infants, & Children \$1,941.84; County Extension \$3,900.28; Weed Control \$6,607.77; Planning & Zoning \$3,581.42.

Be it noted, Chairperson Santema signed claims for the following—AFLAC, insurance \$2,245.18; AFLAC Flex-One \$85.00; Office of Child Support Enforcement, child support \$555.00; Delta Dental, insurance \$2,532.98; Flex One, unreimbursed medical \$1,628.50; Local Teamsters, union dues \$823.00; SDRS, retirement \$24,892.22; SDRS Supplemental, retirement \$2,580.00; EFTPS \$46,071.05; Wellmark Blue Cross, insurance \$38,072.93; Midwest Benefits, life insurance \$490.20; Direct Check, garnishment \$343.76.

Commission Assistant/Personnel Director, Stephanie Vogel met with the board to discuss Personnel Matters, Computer Training, the 1921 Building, Technology Update, Policy Manual Updates, the GIS Resolution, Cellular Telephone Expenses, and Correspondence. Be it noted, the board approved the Routine Personnel Action Notices for Cliff Friedrich and Dennis Miller.

Zoning & Drainage Director, Robert Hill met with the board to discuss and to present the following plat for approval.

Motion by Negstad, seconded by Klavetter, to approve for recording purposes Resolution 04-49. A Resolution for the plat of Lots 40A and 41A of DeBoer's Lake Tetonkaha West Subdivision in Government Lots 4 and 5 in Section 7-111-51 in the County of Brookings, South Dakota. Roll Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye." Larson "Aye," Santema "Aye," Motion passes

Motion by Negstad, seconded by Klavetter, to approve the following Automatic Supplement for unanticipated expenses incurred and reimbursement made to Brookings County. Department: Emergency Management; Amount: \$4,849.49; Reason: Program funding for DOJ/OJP Critical Infrastructure Grant; Receipt # 89486: Line #22600X4296222. Roll Call Vote: Falken "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Santema "Aye." Motion passes.

Motion by Negstad, seconded by Falken, to approve the following Automatic Supplement for unanticipated expenses incurred and reimbursement made to Brookings County. Department: Emergency Management; Amount: \$31,454.00; Reason: Program funding for DOJ/OJP Equipment - 2003 Part II Grant; Receipt # 89486: Line #22600X4296222. Roll Call Vote: Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye." Motion passes.

Motion by Larson, seconded by Falken, to approve the following Automatic Supplement for unanticipated expenses incurred and reimbursement made to Brookings County. Department: Emergency Management; Amount: \$301.56; Reason: Program funding for Citizen Corps Grant Reimbursement; Receipt # 89329: Line #22600X4295222. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

Motion by Klavetter, seconded by Negstad, to approve the following Automatic Supplement for unanticipated expenses incurred and reimbursement made to Brookings County. Department: Emergency Management; Amount: \$3,834.00; Reason: Grant for ICS 400 Training; Receipt # 89373: Line #22600X4296222. Roll Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes.

Motion by Falken, seconded by Negstad, to approve the following Automatic Supplement for unanticipated expenses incurred and reimbursement made to Brookings County. Department: Emergency Management; Amount: \$50.00; Reason: 2004 CERT Conference Reimbursement (FY2003 Funds); Receipt # 89484: Line #22600X4296222. Roll Call Vote: Falken "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Santema "Aye." Motion passes.

Motion by Falken, seconded by Negstad, to approve the following Automatic Supplement for unanticipated expenses incurred and reimbursement made to Brookings County. Department: Sheriff; Amount: \$1,445.70; Reason: Program funding for Patrol Car/Deer Accident; Receipt # 89394: Line #10100X4250211. Roll Call Vote: Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye." Motion passes.

Commissioner Larson called for a 'point of order' inquiring if Automatic Supplements within one department could be combined into one.

REGULAR BUSINESS

Zoning & Drainage Director, Robert Hill met with the board to present Resolution # 04-50, a Resolution in Support of National Geographic Information System Day.

Motion by Falken, seconded by Negstad, to approve and authorize Chairperson Santema to sign Resolution # 04-50 a Resolution in Support of National Geographic Information System Day. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

Resolution # 04-50

A RESOLUTION IN SUPPORT OF NATIONAL GEOGRAPHIC INFORMATION SYSTEM DAY

WHEREAS, National Geographic Information System (GIS) Day is November 17, 2004;
and

WHEREAS, Brookings County has first-hand experience on how useful GIS is in government operations including assessing real property, planning and zoning efforts, emergency management, highway maintenance, 911 addressing, law enforcement, and administrative functions; and

WHEREAS, Brookings County is committed to expanding current GIS efforts and showcasing real-world applications of GIS;

WHEREAS, Brookings County also supports SDSU's efforts to provide GIS educational opportunities to its students and the community;

NOW THEREFORE BE IT RESOLVED, that the Brookings County Board of Commissioners expresses its support of National GIS Day on November 17, 2004, and urges residents of Brookings County to participate in GIS Day activities.

Adopted this 9th day of November, 2004.

Deanna Santema, Chairperson
Brookings County Commission

ATTEST:

Janet Willmott, Auditor
Brookings County

Emergency Management Director, Todd Struwe met with the board to discuss the 2003 Part II DOJ Equipment Grant Amendment. Motion by Negstad, seconded by Klavetter to approve the Amendment to the Brookings County 2003 Part II DOJ Equipment Grant. Role Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye." Larson "Aye," Santema "Aye," Motion passes.

Festival of Lights Committee Chairperson, Cheryl Anderson met with the board to discuss funding for the 2004 Festival of Lights Activities. Motion by Klavetter, seconded by Negstad, to approve up to \$500.00 for the 2004 Festival of Lights Activities from the 2004 Commissioner's Budget Public Relations line # 10100X4231111. Role Call Vote: Falken "Aye," Klavetter "Aye." Larson "Aye," Negstad "Aye," Santema "Aye," Motion passes.

Commission Assistant/Personnel Director, Stephanie Vogel met with the board to present the lease with Den-Wil Investments, Inc. for office space for the Community Health Nurses. Motion by Negstad, seconded by Falken, to approve and authorize Chairperson Santema to sign the Lease for Real Property Agreement between Den-Wil Investments, Inc. and Brookings County for the office space of the Community Health Nurses. Role Call Vote: Klavetter "Aye." Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye," Motion passes.

COMMISSIONER'S OPEN DISCUSSION

Commissioner Larson reported on the canvass the votes from the November 2, 2004 General Election.

Commissioner Negstad reported on the 'What Future Brookings' Luncheon, DOJ Equipment Grant Meeting, the Chamber After 5, the BATA Meeting, the Domestic Abuse Shelter Meetings, the Wal-Mart Grand Opening, and the canvass the votes from the November 2, 2004 General Election.

Commissioner Falken reported on the Wal-Mart Grand Opening, the 'What Future Brookings' Luncheon, and the canvass the votes from the November 2, 2004 General Election.

Commissioner Klavetter reported on the Wal-Mart Grand Opening, the 'What Future Brookings' Luncheon, and the DOJ Equipment Grant Meeting.

Commissioner Santema reported on the Wal-Mart Grand Opening, the Chamber After 5, the Wind Energy Meeting, the 'What Future Brookings' Luncheon, the DOJ Equipment Grant Meeting, Hobo Day Events, and the canvass the votes from the November 2, 2004 General Election.

Commission Assistant/Personnel Director, Stephanie Vogel reported on the 1921 Building Rental Space, the IT Policy, and changing the Commission Assistant Report time on the Commission Meeting Agenda.

Be it noted, the board discussed the Emergency Management Invite, the Prescription Drug Card Program, the Legal Newspapers and advertising.

EXECUTIVE SESSION

Motion by Klavetter, seconded by Negstad, to go into executive session at 9:57am. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes. Chairperson Santema declared executive session over at 10:38am. Reason - Personnel Matters. No action at this time.

ADJOURNMENT

Chairperson Santema declared the meeting adjourned until 8:30am Tuesday, November 16, 2004.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

Kelly Bakken
Deputy Auditor
Brookings County Auditor's Office